



Employee News

Governor M. Jodi Rell

Commissioner Peter H. O'Meara

Volume I, Issue 42

March 30, 2006

EAP

Employee Assistance Program

1-800-526-3485

24 / 7 Assistance

www.solutions-eap.com

DMR

www.ct.gov/dmr

Central Office

(860) 418-6000

North Region

(860) 263-2500

West Region

(203) 805-7400

South Region

(203) 294-5049

STS

(203) 586-2000

"Ask the Commissioner"

If you have a question for Commissioner O'Meara, you are invited to e-mail Joan Barnish at

joan.barnish@po.state.ct.us
Watch for your response in future newsletter editions.

Newsworthy articles should be forwarded to your regional **DMR Employee News** contacts:

North/Linda Schaefer

West/Eunice Rivera

South/Jolie Cresimano-Goss

State Small Business Set Aside Program Easier to Utilize

On January 23, 2006, Governor M. Jodi Rell launched an initiative that establishes a user friendly, easily accessible, application and certification process for small business enterprises available via the website <http://www.biznet.ct.gov/dasibi/>. All Department of Mental Retardation (DMR) staff involved with Connecticut based Small Businesses Enterprises (SBEs) should support the Governor's initiative and encourage small business owners to apply for State certification using the easy on-line application; as new small businesses join the program, our agency's **Small Business Set Aside Program** obligations are significantly enhanced.

The **Small Business Set Aside Program** requires each state agency to set as annual goals their intention to contract with certified small contractors for at least 25% of their total projected annual expenditures. The law further requires that one quarter (25%) of the goal for small business be for certified minority/ women owned businesses.

This process also allows for exemptions for the spending of dollars that do not practically lend themselves to a bidding process. For example our day and residential private provider dollars are exempted.

DMR's agency goals have been developed by us based on direction provided by the Department of Administrative Services (DAS) and the Commission on Human Rights and Opportunities (CHRO). DMR's Set Aside Program Goal for fiscal year ending June 30, 2006 is \$10,234,000 for Certified Small Businesses (SBE). This figure includes \$2,558,475.00 for minority and women owned businesses.

The DMR Set Aside program for this year has been impacted by two factors; 1. Goals were not approved by the Department of Administration until December 2005 and 2. These goals are significantly higher than our previous year. However our Affirmative Action staff will be working closely with DAS to identify problem areas in the goal setting/achievement process and to properly assess what are realistic Set-Aside goals for the department in the future. As we establish new goals for 2006/2007, we will be asking for input from all of you.

The agency expenditures that contribute to the \$10 million SBE goal primarily occur in three areas of spending including the following accounts:

- Other Expenses (10020)
- Clinical Services (12185)
- Early Intervention (12192)

The Other Expenses account represents purchasing opportunities for many of the day-to-day goods and services utilized throughout DMR. The Clinical Services and Early Intervention accounts represent contracting opportunities for several Connecticut SBEs providing therapy and day care services.

Many of the providers that partner with our agency are women owned SBEs. Due to the fact women owned businesses also qualify as "minority owned businesses (MBE)," the agency's utilization of women owned SBEs represents a twofold level of compliance *continued on page two*

Small Business Set Aside Program *continued from page one*

with **Small Business Set Aside Program** requirements; one important exception (regarding eligibility in the small business set aside program) is that small business enterprises that are established as “non-profits” do not qualify for State certification as a SBE.

As DMR staff engage in purchasing and contracting activities, consideration must be consistently given to the availability and potential selection of Connecticut based small businesses. The consideration of SBEs should be regarded as an integral component of the purchasing/contracting process. The **DAS SBE On-Line Directory** should be consistently utilized at the onset when making purchases or searching for available contractors. The SBE On-Line Directory allows for searches by commodity, geographical availability and vendor name. The Directory is available on the State of Connecticut website, DAS Supplier Diversity Program or via the following link: www.das.state.ct.us/Purchase/SetAside/default.asp

The DMR has established a successful track record utilizing Connecticut based small businesses. We hope to add to these successes by expanding the utilization of the small businesses we’ve established relationships with. A list of Connecticut SBEs, currently utilized by our agency, is shown below. The list might provide some good leads for future purchasing and contracting.

Current Small Business Set Aside Vendors Used By Department of Mental Retardation

A&A Office Systems Inc.	Eastern Energy Services LLC	Northeast Generator of CT
Accuworld LLC	EPS Printing Inc.	Northeast Minority News Inc.
Admiral Moving & Storage Inc.	Fairfield Stationers Inc.	P&J Sprinkler Company Inc.
Advanced Moving Solutions	Fleet Business Products Inc.	PERFECTEMP
Advanced Office Systems	Hartford Stamp Works	Peter Webster Painters Inc.
Advanced Power Services LLC	Hitchcock Printer & Dist Service	R&R Landscaping Services
AJ Waste Systems LLC	Home Health Pavilion Inc.	RCMS Controls Inc.
Atlantdc Floor Company	Impact Security Group Inc.	RDP Agency LLC
Automatic Door Systems Inc.	Infoshred LLC	Rehabilitation Associates of CT
Bartholomew Contract Inter	Insalco Corp	RNB Enterprises
Benman Industries Inc.	Interpreters & Translators Inc.	RxCare Pharmacies Inc.
Brandon Smith Reporting Serv LLC	Izbicki Consulting	Ryan Business Systems Inc.
Brescia's Printing Services Inc	Jacqueline McKen	Schmidts & Serafine's Inc.
C&C Janitorial Supplies Inc.	JAN Electronic Supplies Inc.	Servicemaster of Hartford
Calvert Safe & Lock Ltd	JHA Land Management Inc.	Servus Management Corporation
Carrington Company	Jim Massirio Co. Inc.	Standard Business Products
Central Mechanical Services Inc.	John Boyle Decorating Center	TEC Control Sys Inc.
Class Act Cleaning Service LLC	Johnstone Supply	The John W. Gross Company
Coin-o-Matic	KJ Fracasso Industries Inc.	The Lawn Ranger
Colonial Paving of E. Hartford	LeBon Press Inc.	TPC Associates Inc.
Comstock Press	Life Safety Service & Supply	Tracy's Products LLC
Copy Rite Business Systems	Lifeline Nursing LLC	Transfer Enterprises Inc.
Craig J. Lubitski Consulting LLC	Mattern Construction Inc.	Utility Communications Inc.
CT Mailing Sys Inc	Mazzarella Builders Inc.	Waitkus Landscaping LLC
CT Steam Cleaning Inc.	New England Comm System Inc.	We Recycle Inc.
CT Support Services LLC	New England Energy Controls Inc.	Westport Electric Co. Inc.
Docu Source	New England Masonry Company	Windsor Sanitation Inc.
Eagle Fence & Guardrail	New England Solution System	Wolf Colorprint
	Nortech Water & Energy Inc.	